



CANNON BUILDING
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STATE OF DELAWARE
BOARD OF NURSING HOME ADMINISTRATORS

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PUBLIC MEETING MINUTES:	BOARD OF NURSING HOME ADMINISTRATORS
MEETING DATE AND TIME:	Tuesday, September 10, 2019 at 1:00 p.m.
PLACE:	Division of Professional Regulation 861 Silver Lake Blvd., Conference Room B Cannon Bldg., Dover, Delaware 19904
MINUTES FOR APPROVAL:	November 12, 2019

MEMBERS PRESENT

Dr. Lois Rogers, Professional Member, Vice-President
Gwendolyn Benton, Public Member, Secretary
Ray Quillen, Professional Member
Georgia Lane, Healthcare Member
Denise Davis, DrPH, Public Member
J.R. Payne, Jr., Professional Member
Eleanor Allione, Public Member
Cecilia Jones, Public Member (departed at 2:12 p.m.)

MEMBERS ABSENT

Jenifer Vaughn, Public Member

DIVISION STAFF/DEPUTY ATTORNEY GENERAL PRESENT

Jennifer Singh, Deputy Attorney General
Jennifer Witte, Administrative Specialist II

OTHERS PRESENT

Kristopher Brown
Juanita Brunson

CALL TO ORDER

Dr. Rogers called the meeting to order at 1:04 p.m.

REVIEW OF MINUTES

A motion was made by Mr. Quillen, seconded by Ms. Benton, to approve the minutes from the July 9, 2019 meeting as presented. The motion carried unanimously.

UNFINISHED BUSINESS

Compliance to Final Order – J. Andrew Byrd, #H1-0000902

Ms. Witte advised that the Board received a letter to the Board from the President and CEO for Exceptional Living Centers verifying that Mr. Byrd has maintained his compliance to the final order. In addition, he advised that Mr. Byrd had all four of his Virginia licenses reinstated under Case Orders 190365 and 1903636 which become final on September 14, 2019.

The next letter will be received in December which will include September, October and November unless the probation is lifted from the Delaware license.

Proposal to Deny Hearing – Kristopher Brown

The Hearing went on record at 1:08 p.m. The Board members were introduced. Mr. Maloney advised that the purpose of today's proposal to deny hearing was that the Board found that Mr. Brown did not successfully complete his AIT program because he did not comply with the requirement of submitting timely progress reports and his AIT program did not last the requisite amount of time. Mr. Brown did not have legal counsel. Mr. Maloney marked as Board Exhibit 1, both of Mr. Brown's applications and all supporting documents, preceptor change request letters, first and second submission of progress reports, the proposal to deny letter from the Board, Mr. Brown's response to the proposal to deny letter and the notice of today's hearing.

Mr. Brown was sworn in and testified as to the training that he received from both of his preceptors during his AIT program and the submission dates of progress reports submitted to the Board. Mr. Brown answered questions from both the Board members and Mr. Maloney. The Board went into deliberations at 1:35 p.m. The Board came out of deliberations and Dr. Rogers made a motion, seconded by Ms. Benton, to deny the AIT program of Mr. Brown. The motion was carried by Ms. Lane, Dr. Davis, Mr. Payne, Ms. Allione and Ms. Jones. Mr. Quillen was opposed. The hearing concluded and went off record at 2:03 p.m.

NEW BUSINESS

Election of Board Officers

A motion was made by Ms. Benton, seconded by Mr. Quillen, to nominate Dr. Rogers as Board President. The motion carried unanimously.

A motion was made by Mr. Quillen, seconded by Ms. Allione, to nominate Ms. Benton as Board Vice-President. The motion carried unanimously.

A motion was made by Ms. Benton, seconded by Dr. Rogers, to nominate Ms. Lane as Board Secretary. The motion carried unanimously.

Ratify Nursing Home Administrator Applications

A motion was made by Dr. Rogers, seconded by Mr. Payne, to approve the ratified nursing home administrator applications of Juliet Fountain and Rawlida Goring. The motion carried unanimously.

Ratify Temporary Nursing Home Administrator Applications

A motion was made by Ms. Allione, seconded by Dr. Rogers, to approve the ratified temporary nursing home administrator application of Donna Collier. The motion carried unanimously.

Review AIT Final Progress Reports

After review, a motion was made by Mr. Quillen, seconded by Ms. Jones, to approve the final AIT progress report of Chelsea Clifton and approve her to sit for the examination. The motion carried unanimously.

Review of AIT Progress Reports

After review, a motion was made by Ms. Benton, seconded by Dr. Rogers, to approve the AIT progress report of Steven Yohay and Juanita Brunson. The motion carried unanimously.

Approval of Continuing Education Activities

After review, a motion was made by Mr. Quillen, seconded by Ms. Benton, to approve the Health Care Association of New Jersey (HCANJ) course "C3 19 Continuum of Care Conference" for five hours. The motion carried unanimously.

After review, a motion was made by Mr. Quillen, seconded Ms. Benton, to approve the Open Door Training course "Compassion Fatigue & Stress Management" contingent upon receiving additional information regarding the course subject matter. The motion carried unanimously.

Review AIT Applications

After review, a motion was made by Ms. Benton, seconded by Dr. Rogers, to approve Laurel Saunders for a twelve month AIT program. The motion carried unanimously.

CORRESPONDENCE

There was no correspondence.

OTHER BUSINESS BEFORE THE BOARD

Ms. Witte advised that the post-renewal audits will be mailed by the end of September.

PUBLIC COMMENT

Juanita Brunson thanked the Board for the acceptance of her first AIT progress report and expressed how she is excited to enter this profession.

NEXT MEETING

The next meeting will be November 12, 2019 at 1:00 p.m. in Conference Room B.

ADJOURNMENT

There being no further business, a motion was made by Ms. Allione, seconded by Mr. Quillen, to adjourn the meeting at 2:33 p.m. The motion carried unanimously.

Respectfully submitted,

Jennifer L. Witte

Administrative Specialist II